



BELVEDERE INTERNATIONAL SCHOOL

REWARDS AND SANCTIONS POLICY

2024-2025

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The School Code at Belvedere International School is based on common sense and good manners, and a shared sense of trust between staff and students. Students are asked to follow their own dreams with ambition but with respect for others; they are asked to treat others with sympathy, understanding and tolerance; they are asked to be positive about the demands that living in a community puts upon them.

This policy aims to

- create a positive, orderly and safe environment where teaching and learning can take place
- provide clear values and expectations for students and staff



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Values and Expectations

Putting Learning First

Belvedere International School will:

- provide for your educational needs
- provide you with appropriate information and advice
- enroll you onto appropriate courses

Students will:

- attend lessons punctually
- be prepared for lessons with appropriate books and equipment - take responsibility for your learning
- value other students and staff in the learning and teaching environment - behave appropriately in lessons, in a way that is not to the detriment of other learners in the group
- keep regular attendance at school

Aiming for Excellence

Belvedere International School will:

- offer teaching that will maximise your potential
- assess your work regularly and give feedback promptly
- share information about your performance and progress with parents/guardians - encourage you to take pride in your achievements
- Provide you with references reflecting your achievements, commitment, and general contribution to school life.

Students will:

- work conscientiously, submitting only your own work for assessment and following all guidelines given on how to undertake your work, including coursework - ask for help when you need it
- respond to help appropriately.



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- **Respect for the Individual and the Community**

Belvedere International School will:

- treat every individual with respect
- recognise the rights and beliefs of others
- listen to your views
- provide you with a safe learning environment

Students will:

- treat all other students and staff with respect and courtesy.
- abide by the School's Code of Conduct policy
- be tolerant of other people's views and beliefs
- be willing to work together in a positive way
- be respectful of the school's and other people's belongings



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Student School Rules **Prepared Responsible Inventive Determined Evaluative (PRIDE)**

ARRIVAL AND DEPARTURE FROM SCHOOL

- You must be in your classrooms by 7.30am (Monday to Friday) ready for registration. Students arriving earlier than 7.30am must stay in the entrance hall until 7.30am.
- You may not leave the school site during the normal school day without written request from your parents to the Principal or a senior member of staff. - You must sign out when leaving school for any reason and must sign back in when you return.

ABSENCE FROM SCHOOL

- If you are away from school unexpectedly for any reason your parents are asked to telephone school as soon as possible. If the School receives no call the School office will contact your parents. When you come back to school you must bring a letter from your parents explaining why you were away.
- Requests for absence for any reason must be made in writing to the principal.

GENERAL

- You should treat your own and other people's property with care and respect.
- You must not borrow other people's possessions without permission and should not lend or borrow money at all. Possessions should be clearly named.
- Chewing gum is banned



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- Do not drop litter
- Bottles of correction fluid and ink are not permitted in school.
- I-Pods, MP3 players and mobile phones must not be used in lessons. They can be used for personal use at breaktimes in quiet areas.
- Students should sign and adhere to the Network Use Agreement.

SMOKING/DRINKING/DRUGS

Smoking, alcohol and the taking of drugs is strictly forbidden.

SAFETY

You must not lean out of windows or throw anything out of them.

You must not go into high risk areas e.g. science labs, swimming pool without staff permission. You may not use the gym equipment without staff supervision.

SECURITY

It is the responsibility of parents to arrange adequate insurance cover for their child's personal belongings. We strongly recommend that expensive belongings are not brought to school.

APPEARANCE

Belvedere International School expects its students to appear smart at all times. Students must adhere to the school uniform list relevant for each age group.



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Rewards and Sanctions

The satisfaction of behaving properly and considerately, alongside hard work in the classroom is reward in itself. However, Belvedere International School has a series of incentives designed to celebrate positive behaviour, contributions to the well-being of the community and for academic effort and achievement.

Sanctions are designed to encourage good learning practice, self-discipline, respect for others and to promote positive behaviour. Those applied will be appropriate and constructive.

Rewards

Incentive	Examples
Positions of responsibility and leadership	Form Captain, Vice Captain, School Council Rep.
School Colours	Awarded at the end of each term for sport, music and drama.
Selection for teams and external competitions	Sports matches
Commendations	Weekly Principal's Award
House Points	Given for excellent academic work, behaviour and contribution to the school community.



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Positions of responsibility and leadership for whole school	Games Captain, House Captains, Prefects
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Formal Awards

Students who have been exceptional throughout the academic year and excelled in certain areas will be rewarded during the School Speech Day. Rewards available include subject and form certificates, trophies as well as internal and external prizes.

Leadership Praise

For students who show sustained effort and who support the school, the following rewards will be issued:

- ° SLT praise phone calls
- ° Subject class postcards
- ° SLT visit to the class
- ° Principals Awards
- ° Reward Treats



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SANCTIONS

Pastoral Sanctions

	1. Action by all staff	2. Further action by staff or SLT	3. Measures in response to serious or repeated incidents
Poor behaviour around school e.g corridors, dining room,	Staff to challenge inconsiderate and unacceptable behaviour. Class teacher to be informed.	Tutors to interview students. Students may be excluded from school event. Incident recorded on pupil's file.	Interview with Head of Department. Report card issued. Possible internal suspension to follow. Principal informed.
Misbehaviour on school buses	Staff to reprimand student and inform class teacher.	Head of Department to interview student and issue final warning.	Withdrawal of permission to travel on school buses for a given period of time. Parents informed.
Misuse of personal electronic equipment including mobile phones.	Item to be confiscated and given to main office. Returned to pupil at end of academic day.	Item may be confiscated for a longer period of time, at SLT discretion.	Letter home and detention given.



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Incorrect uniform/ unsuitable hair colour/make up	Staff to challenge. Inappropriate jewellery to be confiscated and given to main office and returned at end of day. Uniform to be corrected. Make up to be removed and checked.	Class teacher to interview pupil. Report card may be issued.	Letter home and detention given.
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Academic Sanctions

	1. Action by all staff	2. Further action by staff or SLT	3. Measures in response to serious or repeated incidents
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Inattentive, distracting and disruptive behaviour in class	Staff to challenge behaviour, setting out clear standards of behaviour and by effective classroom management e.g. seating plan, separation of students, no tolerance of inappropriate noise levels. Inform class teacher. Demerits or detention may be given.	Persistent disruptive behaviour reported to Head of Department who will interview pupil and record behaviour on pupil file. Detention with Vice Principal may be given. Seriously disruptive students should be sent out of lessons to SLT.	Pupil may be withdrawn from lessons and parents asked to come in and discuss behaviour. Report card used.
Unsatisfactory or incomplete work	Pupil required to repeat work. Class teacher informed. Possible detention given.	Vice Principal's detention.	Report card used. Student may encounter loss of privileges.



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Reinforcement of Sanctions:

Verbal warning

First misdemeanour: used to encourage correctional misbehaviour. Teacher should state clearly to the student that it is their warning and what it is for. Examples of behaviour which should be challenged include:

- Off task
- talking over a teacher
- late to class
- silly or inappropriate behaviour
- lack of progress in work
- missing equipment

House Point Debit issued

A HP debit should be recorded if a student continues to disrupt the learning following a verbal warning:

- Incorrect uniform
- late to lesson
- chewing
- incomplete prep
- littering
- dangerous behaviour

Further House Point Debit

- answering back to a teacher
- use of mobile phone when not permitted (confiscation expected)
- detention
- swearing
- defiance
- misuse of school equipment
- derogatory comments



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- bullying
- plagiarism

House system

There are four houses:

- Leopard (Gold)
- Horse (White)
- Eagle (Green)
- Falcon (Blue)

Each child belongs to one of the Houses and staff, with the exception of the Principal are allocated to a House. House Captains and Vice Captains are appointed in September.

A check is kept on the number of boys and girls in each House so that numbers can be kept as even as possible. Children are not transferred from one House to another, but new children are placed where numbers need to be made up. Brothers and sisters are put in the same House.

A Certificate for Good Behaviour/Work is awarded in the final House Meeting of the term to the child who has received the most House Points.

House points are the main basis of competition between the houses. There are also House matches in most sports and a Swimming Gala and Sports Day are also house based.

There is also a house music competition and a house general knowledge quiz. In each event, points are awarded which count towards the termly house competition.

Each teacher will record house points on a weekly basis. House points are awarded by staff for a host of positive things from good work academically to helpfulness or special effort in sport. Children respond well to positive reinforcement and this system has the added advantage in that each point earned helps the child's House in its attempt to win the termly house competition.



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Form teachers must draw up a wall chart at the start of each term and record weekly totals on this during form time each Wednesday morning. The house totals for each class must then be sent to the Head of each Department. Each Thursday morning, the totals for the previous week and term so far will be read out in Assembly and displayed in the entrance hall.

Pupils who produce exceptional work should be sent to the Head who can award them a Principal's Award. This is a certificate for the individual pupil to keep but does not actually count towards the House competition.

At House assemblies/meetings, which are held every half term, staff should help to foster a spirit of house esprit de corps within the house.

1 House Point: good quality work, behaviour or effort. Students complete everything asked of them, always on task completed class work and prep. Kindness and good manners shown

2 House Points: very good quality work, behaviour or effort. Students work above expectations and contribute well to class discussion

3 House Points: excellent quality work, behaviour or effort. Students challenge themselves and show resilience. High quality extension work is completed. Significant contribution to class

4 House Points: Outstanding quality work, behaviour or effort over several subjects. Combined with a SLT phone call home.

5 House Points - above and beyond!